

**Board of County Commissioners
Leon County, Florida**

Policy No. 03-

Title: Roadway Memorial Markers

Date Adopted: October 28, 2003

Effective Date: October 28, 2003

Reference: Florida Statutes, Chapter 316, Sections 334.044 and 336.045

Policy Superseded: None

It shall be the policy of the Board of County Commissioners of Leon County, Florida (the Board), that a new policy entitled "Roadway Memorial Markers" (the Policy) is hereby adopted, to wit:

I. Purpose

The purpose of this policy is to establish procedures for the uniform placement of memorial makers within the County rights-of-way to:

- A. Memorialize people who have died as a result of a vehicle-related accident;
- B. Raise public awareness of the need for safe driving practices; and
- C. Ensure uniformity of memorial markers on Leon County rights-of-way.

II. Procedures for Placement of Memorial Markers in County Rights-of-Way

- A. Requests for memorial markers within Leon County right of ways shall be submitted in writing to the Director of Operations, Leon County Public Works, 2280 Miccosukee Road, Tallahassee, Florida 32308. Requests may be submitted by immediate family members or friends, with requests from friends requiring written approval of the deceased's immediate family.
- B. Placement of the deceased name on the memorial marker will be at the immediate family's option. Any additional decorations or ornaments will not be allowed.

- C. The cost for construction, installation, maintenance and removal of the memorial marker will be incurred by Leon County.
- D. The memorial marker shall consist of a 15" diameter aluminum panel with white background of engineering grade sheeting, and black letters. The memorial marker shall be installed at a height of 42" from ground elevation.
- E. Memorial markers shall be constructed and installed by Leon County in accordance with Diagrams 1 and 2. Memorial markers shall not be installed within the limits of active maintenance zones and will be located at the back edge of the mowing limits.
- F. There shall be no activities while the memorial marker is in place that pose a safety hazard to the public or violate any provisions of Chapter 316, Florida Statutes, concerning stopping, standing, parking or obstruction of traffic on public roads.
- G. For urban area curb and gutter sections, the memorial marker may not necessarily be placed at the exact location of the fatality due to restricted space/right of way, property owner complaints, or other constraints. Exact location will be at the discretion of the Director of Operations.
- H. The memorial marker shall remain in place and be maintained by Leon County for a minimum of one (1) year unless it becomes necessary to remove it. If, after one (1) year the memorial marker has been removed for any reason, it may be replaced by following the initial request procedure.
- I. Memorial markers installed by private citizens and outside of this policy shall be deemed to be in violation of this policy. All such installation shall be immediately removed by Leon County Public Works.